

BOARD OF TRUSTEES MEETING

AGENDA

May 16, 2016
** District Office**
5:00 p.m.

I. CALL TO ORDER

The May 16, 2016, Board of Trustees meeting was called to order by Chair Jan Wilking at 5:00 p.m. Other Board members in attendance were Mary Ann Pack, Richard Pick, Robert Richer and Cindy Matsumoto. SBWRD staff in attendance were Mike Luers, Michael Boyle, Bryan Atwood, Brian Passey, Dan Olson, Kevin Berkley, Scott McPhie, Dustin Lewis and Kim Dudley. Also in attendance were Jason Watterson, Utah Local Government Trust, Jake Baer, Carollo Engineers, Ian Robbins, Osborne, Robbins & Buhler PLLC and Jeremy Cook, Cohne/Kinghorn.

II. CONSENT AGENDA – Approval of Board Meeting Minutes for April 18, 2016

Mr. Richer made the motion to approve the Consent Agenda, Ms. Pack seconded and the motion carried with Mr. Pick, Mr. Richer, Ms. Matsumoto, Ms. Pack and Mr. Wilking voting in the affirmative.

III. PUBLIC INPUT – There was no public input.

IV. SERVICE AWARD – Dustin Lewis 10 years

Mr. Wilking presented Mr. Lewis with his award for 10 years of service. He thanked Mr. Lewis for all he does and said he appreciates all of his hard work. The Board Congratulated Mr. Lewis on his service award.

Mr. McPhie stated that Mr. Lewis is one of our most well rounded employees. He has had the opportunity to work on every crew in the Collections Department. He really took a hold of the Cityworks program a couple of years ago, not only in our department but District wide. Mr. McPhie said he wanted Mr. Lewis to know how much we appreciate him and how much he does for the Collections Department.

Congratulations to Mr. Lewis on his service award.

V. APPROVAL OF EXPENDITURES – Bills in the Amount of \$1,098,752.40 Including SCWRF Project Pay Request #1 for \$375,740.20 – Mr. Boyle told the Board that Gerber Construction has submitted Pay Request #1 for \$375,740.20 (\$395,516.00 less \$19,755.80 retainage of 5%). Work includes project bond and insurance, mobilization of equipment and construction trailer, installation of erosion control measures, installation of temporary fencing, removal and stockpiling of topsoil, and excavating for 36" storm water pipe. Work began on April 18.

The work is 0.86% complete. The time elapsed is 1.37%.

Staff recommends approval.

Ms. Pack made the motion to approve the Expenditures including SCWRF Project Pay Request #1 for \$375,740.20, Ms. Matsumoto seconded and the motion carried with Mr. Richer, Mr. Pick, Ms. Matsumoto, Ms. Pack and Mr. Wilking voting in the affirmative.

VI. SUBDIVISION PROJECTS

A. Quarry Springs – 68 REs

A new Line Extension Agreement (LEA) has been filed for the Quarry Springs Project. Under different ownership, this project has received LEA approvals several times, with the most recent being in 2011. In each case the LEAs expired due to inactivity.

The proposed project will consist of several main lines that will be extended from the existing system in Cedar Dr. and Pinebrook Blvd. Additionally, in order to achieve gravity service, several laterals will be extended from the existing system in the Kilby Road right-of-way. Due to the number of new connections on this line, the main lines will be removed and replaced with factory made lateral connections.

Staff recommends approval.

Mr. Richer made the motion to approve the Subdivision Project, VI.A. Quarry Springs. – 68 REs, Mr. Pick seconded and the motion carried with Ms. Pack, Ms. Matsumoto, Mr. Pick, Mr. Richer and Mr. Wilking voting in the affirmative.

B. 370 & 380 Crestview Dr. – 2 REs

The existing platted lots at 370 & 380 Crestview Drive in the Summit Park Subdivision are not currently adjacent to a wastewater main line. The lots are located in a low spot in the road, where the extension of a gravity main line is not an option. The owner of 370 Crestview Drive has applied for a Line Extension Agreement to extend a simple low pressure sewer system to serve his lot, as well as the lot at 380 Crestview Dr.

Staff recommends approval.

Ms. Pack made the motion to approve the Subdivision Project, VI.B. 370 & 380 Crestview Dr. – 2 REs, Mr. Richer seconded and the motion carried with Ms. Matsumoto, Ms. Pack, Mr. Pick, Mr. Richer and Mr. Wilking voting in the affirmative.

Estimated LEA REs Year to Date: # Above Splitter 87.60; # ECWRF 0; # SCWRF 0; Total 87.60
Proposed this Meeting: # Above Splitter 0; # ECWRF 70; # SCWRF 0; Total 70

VII. DISTRICT MANAGER

A. Discussion Items – Update on SCWRF Project – Discussed and approved with item
V. Approval of Expenditures including SCWRF Project Pay Request #1 for \$375,740.20.

B. Action Items

1. Consider approval of SCWRF Pay Request #1 – Discussed and approved with
V. Approval of Expenditures SCWRF Project Pay Request #1 for \$375,740.20.

2. Consider approval of Comprehensive Annual Financial Report (CAFR) – Mr. Passey stated that the CAFR was included in their packet.

Mr. Passey introduced Ian Robbins, Robbins, Osborne and Buhler. Mr. Robbins reviewed the audit of the Financial Statement with the Board. He addressed reporting changes for the Utah State Retirement System (URS).

Mr. Passey told the Board that SBWRD received the GFOA Certificate of Achievement for Excellence in Financial Reporting for 2015 and that we have received this award for 18 straight years. Similar to prior years, he presented slides showing user and impact fee revenue history, and charts showing how monies are collected and spent by the District.

Mr. Richer made the motion to approve the Comprehensive Annual Financial Report (CAFR), Mr. Pick seconded and the motion carried with Ms. Pack, Ms. Matsumoto, Mr. Pick, Mr. Richer and Mr. Wilking voting in the affirmative.

C. Information Item

1. Financial Statement
2. Impact Fee Report

3. Trust Accountability Program (TAP) – Mr. Watterson, Utah Local Government Trust, addressed the Board, right after the Board meeting was called to order, to present the District with the Trust Accountability Program (TAP) award.

Mr. Luers showed the Board the award that we received. He said that it was a safety award and this is the third consecutive year we have received it. Mr. Luers also told the Board that we received a dividend check from ULGT. (This dividend is made possible because of favorable claims experience, investment performance, and new member growth).

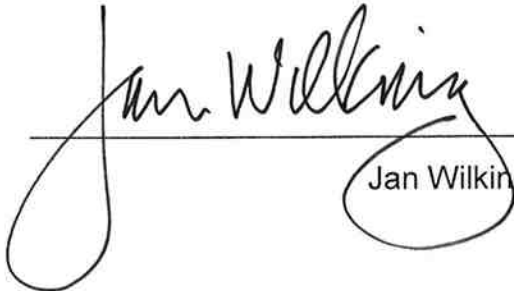
Mr. Luers congratulated the staff for receiving this award.

VIII. FUTURE AGENDA ITEMS

- A. Projects
- B. Operations
- C. Finance
- D. Governmental Matters

IV. ADJOURN

Mr. Pick made the motion to adjourn at 5:42 p.m., Ms. Pack seconded and the motion carried with Ms. Matsumoto, Mr. Richer, Mr. Pick, Ms. Pack and Mr. Wilking voting in the affirmative.



Jan Wilking, Chairman



Brian Passey, Finance Manager/Clerk